

Mayor and City Council Update June 5, 2020

To: Mayor and Council
From: Administration
CC: Department Heads



Administration

We are trying to finalize things to reopen City Hall and Brawner Hall to the general public the week of June 8th. We are making some adjustments within the buildings to ensure the public can adhere to social distancing guidelines while in the building. We are working on plans to open other city facilities the week of June 15th, 2020.

Library

Virtual Job Fair – Work Source Cobb’s Mobile Career Center will visit the library on Wednesday, June 11, from 10 a.m. to 2 p.m. for a Virtual Job Fair. The bus will be located in the library parking lot.

Online Borrower Registration – On Monday, June 1, the library initiated online borrower registration for residents applying for a new library card. This process allows customers to get a card even though the building is closed to the public. Even after re-opening, this process will help minimize physical contact between library staff member and customer when creating new accounts.

Materials Usage – Customers are very happy to have access to print materials again. Since starting Curbside Pickup Service on May 18, library customers have checked out 5400 items using Curbside.

Department of Environmental Services (KSB)

Environmental Services:

The RFQ’s for an Energy Service Provider. A Vendor has been selected and will be taken to Mayor and Council for approval hopefully on June 15th.

KSB, Inc.

KSB, Inc has a new Summer intern (unpaid and with the nonprofit). Ross will be working on researching grants, volunteer recognition/recruitment, etc.

Adopt-A-Mile volunteers will begin holding cleanups on June 20. They will arrange to pick up supplies by appointment the week of June 16.

The Education and Volunteer Recognition Committees met virtually and are working to develop plans respectively.

Staff attended a webinar on Terracycle and the unique recycling opportunities they offer including cigarette butt litter, markers/pens, etc.

Recycling Center:

The Recycling Center will **add another day the week of June 15. Appointments will be available on Thursdays, Friday and Saturdays same time frame – 9:00AM to 3:00PM**

Same protocols:

- **Recycling Center will be open only on Fridays and Saturdays 9:00AM to 3:00PM.**
- Cars are by appointment only. To schedule an appointment please go to the City of Smyrna website – www.keepsmyrnabeautiful.com
- Each customer may have only one appointment per day.
- Please only one person per car.
- Customers must wear masks and gloves per City of Smyrna guidelines.
- Please have materials sorted **prior** to coming to the Center to allow the fastest in and out.
- Unsorted materials will be returned.
- Self- Service Only. Staff will not be able to assist unloading cars.
- Items to be accepted: plastics 1 and 2, aluminum cans, small metals items, glass bottles and jars, cardboard, mixed paper/office paper, books, and wearable clothing...
- Items **NOT** accepted at this time. (cooking oil, fluorescent bulbs, electronics, batteries, motor oil, large appliances)
- Our Staff will wear masks and gloves and maintain social distancing.

Parks & Recreation

The American Red Cross held their Blood Drive at the Smyrna Community Center. All who participated wore masks and socially distanced. As safety precautions, The Red Cross checked temperatures of all donors and handed out masks to anyone who did not already have one. In total 47 donors participated and a much needed 34 pints of blood were collected. **Blood Donor: Wilbur Bragg.**



As COVID-19 restrictions began to ease, our parks staff has begun to alter the way we do things with each new opening. We will continue to disinfect restrooms and have now begun that same process on our playground structures.

This past week our staff has completed our weekly mowing and upkeep of each athletic complex, including a fertility and growth regulator application which will help our mowing crews to stay ahead of the mowing. With the start of Little League Baseball coming back online, with a modified summer session, we will increase our field maintenance practices coinciding with their needs.

We recently serviced the large fountain feature in the pond behind the Community Center and had to install new split rail fencing at Whitfield Park, after it suffered unrepairable damage from vandals.

In the coming days we will complete our aerification process on the remaining ballfields, which came an unexpected halt last week after our tractor suffered a hydraulic line break. In the near future we have plans to apply over 200 tons of 80/20 (sand/organics) to our soccer complex for top-dressing.

The weather is heating up, and so does our communities use of the numerous parks around town; with that comes increase garbage and bathroom clean-ups and the always occasional graffiti that must be cleaned.

The Wolfe Center staff has been calling all of our members (roughly 1000) to check in on them, give them an update on the earliest we may open and getting email addresses so we can start an email newsletter with up to date information about reopening and procedures moving forward.

The programs division is looking into some drive in movies this summer.

Public Works

Public Works staff has fully returned and all staffing back to regular shifts. Public Works Building will open as soon as the personnel protective guards are installed at the receptionist desk.

Audits under way:

MNGWPD (Metropolitan North Georgia Planning District) Was completed with good faith letter given to the city, as a good faith there are still a few items that will be due February 2021. Public Works Management team along with engineering are putting the last few remaining items to complete this audit which will take several months.

ISO AUDIT is being put together by Public Works, Fire, Communications (911) for the City that is due June 2020. When final paperwork is submitted by Staff, we will receive our Rating and accreditation. Public works side is 40%, Fire 40%, Communications 20%.

AWIA (AMERICAN WATER INFRASTRUCTURE ACT) audit due in March 2021. Public Works Management is currently waiting on response from GEFA on a grant For Woods and Associates to assist and complete our Audit. The federal Government funded grants to certain municipalities to have assistance in completion of the audit. This Audit stems from the bioterrorism act of 2008 that was put in place due to 911.

Water/Sewer Division is currently grading sewer infrastructure with our sewer sonar equipment that grades the condition of the pipe and capacities of flow, this technology sends acoustic sound wave from one device to another to determine condition or if flow is being impeded which in turn cuts down on cost of fuel and repairs and maintenance to our emergency sewer equipment such as our Jett Truck And video inspection equipment. Staff will grade a Council Ward and the areas that need attention will be addressed with jet truck and video inspection to determine what needs to be done to correct the issue. This project is taking place in Ward 4.

Water/Sewer division will have several sewer lines throughout the city CIPP, areas will consist of section of Lake Drive, Carolyn Drive, Brenda Drive, Rolling view Drive, Lee Street, Roswell Street, Glen Roy Drive and Plaza@ Old Concord road. Once those sections are completed more lines in budget year 2021 will begin. Lake Drive has been completed with lining along with Old Concord Road @ Plaza Drive. These areas are emergency based areas reviewed by PW staff and management due to the number of backups in the area and or integrity of the pipe, from age to type of material. CIPP has been put on hold with the exception of the most urgent sections that include Banks Street and Roswell Street, Lake Drive.

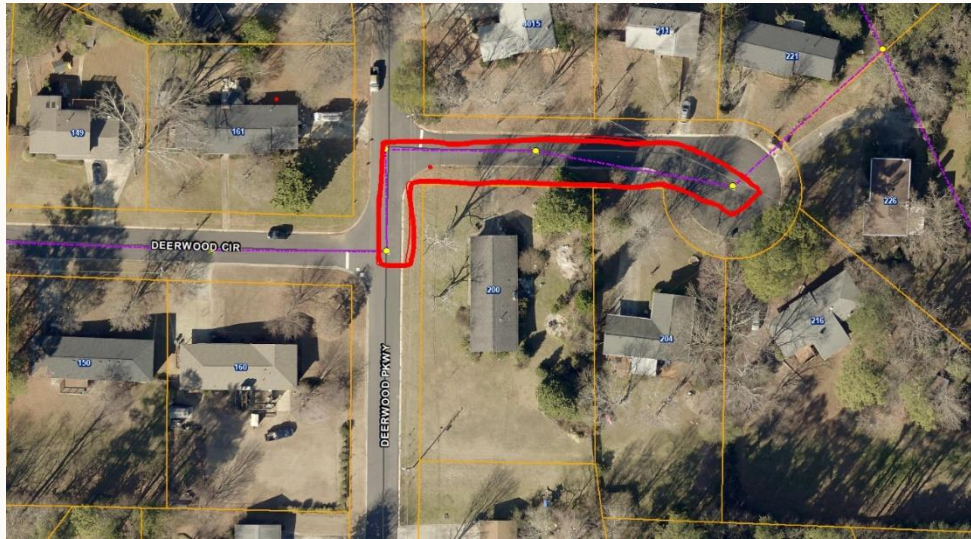
Building and grounds Division are currently installing personnel protective guards within the city buildings that have public access. City Hall will undergo installation first with library and public works to follow to complete the personnel protective guard installation.



Fleet division canopy has completed, public works staff will repaint safety bollards and base for a new refreshing look after almost 40 years.

Church Street Water Main Project: This project will be completed with a few road cuts to be repaired and landscaping to complete project. Weather permitting project should be fully completed second week in June. The water main was moved to do roadway modifications

Deerwood Parkway sewer rehab: Deerwood parkway was part of the monthly problem list that had to be visited on a bi-weekly basis for preventative maintenance. Once this problem area has been completed it will bring our monthly list from 25 to 15 areas. Public works started this process of repairing these areas last year. The New manholes have been installed, pipe to be laid and services remain to be tied in, Project 50% complete.



Windy Hill Road Water Sewer Modifications: Contractor RDJE has installed 1500 LFT new sewer line in Windy Hill Road on south side of project moving towards South Cobb Drive. Installation of sewer line will proceed from Beaver Creek towards Atlanta Road RDJE also has started the water installation, with 2500 LFT installed as of this week on this project from Beaver Creek to Ventura. Water to be installing from Beaver Creek to Atlanta Road.

SPLOST

Windy Hill Boulevard: All Trees within the BLVD project are being removed this week as well scheduled to be down by end of the week and totally removed by mid next week to start mobilization of equipment and materials of the BLV project. Baldwin Paving working on detention ponds this week and will start installing the first roadway box culvert in next couple of weeks. Baldwin Paving will be Starting temporary roadway on north end of Project within the month, this roadway will allow traffic to travel where the houses and businesses were prior to gain access to main roadway to start construction on south end of project. Public Works and Contractors will hold a Bi-Weekly meeting on the project every Tuesday morning at engineer’s office

Police Department

Total number of arrests:	20
Total number of citations issued:	149
Total number of warning citations issued:	104
Total number of calls for service:	1050

Police Headquarters is open, and we are processing permits, releasing reports, and completing all other functions as normal.

Fire Department

Incidents

- Fire-4
- Medical- 53
- Other- 41
- Total- 98

Community Development

Type	#	Estimated Cost of Construction	Location
Building New/Residential	4	\$681,233	4-Grove at Adam's Pond
Building Remodel/Residential	12	\$146,850	4-Reroof 1-Interior 3-Remodel w/Addition 2-Pool 2-Accessory Structure
Building Remodel/Commercial	-	-	-
Electrical	2	-	-
Plumbing	8	-	-
HVAC	7	-	-
Signs	-	-	-
Grading	1	\$385,106	1-3110 Sports Ave (Cumberland Station)

WEEKLY INSPECTIONS

Type	Number	# of Sites
All	196	83

NEW BUSINESSES

Name	Location	Home/Commercial	Description
ANIMA INTL LLC	107 KENNINGHALL DR SE	H	INTERNET SALES
SOUTHERN AIR LOGISTICS LLC	6255 RIVER VIEW RD SE, APT 4116	H	MOTOR FREIGHT/TRANSPORT
GLOCK INC	5400 HIGHLANDS PKWY SE	C	MISC MANUFACTURING
WANDA ANTOINE BLIND INSTALLER	1004 MILL POND DR SE	H	SPECIAL TRADE
DR. GOOD'S VETERINARY SERVICES	1741 SPRINGS ST SE	C	VETERINARIAN
AIELEHS LLC	704 BRIDGE LN SE	H	INTERNET SALES